

# **Workforce Partnership of Greater Rhode Island**

## **Executive Committee**

**May 3, 2011**

**Present: Steve Kitchin, Cynthia Farrell, Joe DiPina, Joe Oakes, Paul Harden, Paul Ouellette, Robin Smith**

**Staff: Christine Grieco, Diane Vendetti, Erin Brouillette, Gail DuPont, Jen Buck, Shirley Winslow, Judy DiGiorgio**

**Guests: Paul Genovesi**

**With a quorum present, Mr. Kitchin called the meeting to order at 8:10 AM. Mr. Kitchin asked the committee to review the minutes of April 5, 2011.**

**VOTE: Mr. Harden made a motion to approve the April 5, 2011 minutes as amended. Mr. DiPina and Ms. Smith seconded the motion. The motion passed unanimously.**

**Chairman's Report: Mr. Kitchin noted he had nothing to report.**

**Executive Director's Report: Ms. Grieco explained the DLT-WPGRI Corporate Agreement FY2011 Modification #3 draft. This modification is intended to modify JDF (WPGRI non-profit 501 (c) 3 corporate)**

**budget to add Job Development funds in the amount of \$109,150.32 to the Skills tutor line item through June 30, 2013.**

**Ms. Grieco asked for a recommendation from the Executive Committee to forward the DLT-WPGRI Corporate Agreement FY2011 Modification #3 draft to the Board of Directors for a final vote of approval.**

**VOTE: Mr. Harden made a motion to recommend the Executive Committee forward the DLT-WPGRI Corporate Agreement FY2011 Modification #3 draft to the Board of Directors for a final vote. Ms. Smith seconded the motion. The motion passed unanimously.**

**Ms. Grieco explained the WIA PY2011 Plan Extension draft. In lieu of a One-Stop Consortium Agreement, the Workforce Partnership of Greater Rhode Island enters into an agreement with the One-Stop operator and the Rhode Island Department of Labor & Training. The PY11 One-Stop agreement for the period of July 1, 2011 through June 30, 2012 is not available at this time due to the absence of an approved budget. However, this cannot preclude the One-Stop system from continuing to provide services. On May 10, 2011, the Board voted to recommend a modification to the WIA Services Agreement to support the operations of the One-Stop Career Centers at a level of 80% of the PY10 first quarter amount for 120 days. A final Agreement will be prepared and presented to the full Board at their September meeting. This extension will run through PY 11 (7/1/11 -**

**6/31/12).**

**Ms. Grieco asked for a recommendation of the WIA PY2011 Plan Extension draft from the Executive Committee to be forward to the Board of Directors for a final approval vote.**

**VOTE: Ms. Smith made a motion to recommend the Executive Committee forward the WIA PY2011 Plan Extension draft to the Board of Directors for a final vote. Ms. Farrell seconded the motion. The motion carried unanimously.**

**Ms. Grieco explained the Revised ETPL In-Demand Occupations Policy draft. The purpose is to generate a comprehensive list of “real time” in-demand occupations in the Rhode Island economy that will inform the local workforce investment boards in their strategic planning with regards to the development and availability of training programs for a skilled workforce. After a lengthy discussion Mr. Kitchen advised the Executive Committee the Revised ETPL In-Demand Occupations Policy should be presented at the next Strategic Committee to define the language. No vote was taken.**

**Ms. Grieco discussed the PY2010 DLT One Stop Agreement Modification #2 draft**

**This modification is intended to:**

**o Increase the WIA Dislocated Worker funding allocation by \$1,100,000 to meet increased customer demand for WIA Dislocated**

## **Worker Service in the netWORKri One-Stop Career Centers.**

**Specific modifications include:**

- o Adding \$1,100,000 in WIA Dislocated Worker funding to the WIA Services Agreement for the delivery additional Core and Intensive Services in the netWORKri One Stop Centers.**
- o Increase WIA Dislocated Worker Core and Intensive Services by 30%.**
- o Increase Dislocated Worker On-the-Job training by 47%.**

**Ms. Grieco asked for a recommendation from the Executive Committee of the PY2010 DLT One Stop Agreement Modification #2 draft to be forwarded to the Board of Directors for a final approval vote.**

**VOTE: Ms. Smith made a motion to recommend the Executive Committee forward the PY2010 DLT One Stop Agreement Modification #2 draft to the Board of Directors for a final approval vote. Mr. DiPina Seconded the motion. The motion carried unanimously.**

**Ms. Grieco discussed the PY2010 WIA Plan Modification #2 draft. This Modification #2 to the One-Year WIA Plan for WPGRI has been prepared in accordance with instructions provided by the Rhode Island State Workforce Investment Office (SWIO) in Workforce Investment Notice (WIN) #09-16. The purpose of this Modification is**

**to:**

- o Present revisions to PY10 allocated funding and projected service levels for WIA Dislocated**
- o Present changes to the local Board for PY10**

**Ms. Grieco asked for a recommendation from the Executive Committee to forward PY2010 WIA Plan Modification #2 draft to the Board of Directors for a final approval vote.**

**VOTE: Mr. Harden made a motion to recommend the Executive Committee forward PY2010 WIA Plan Modification #2 draft to the Board of Directors for a final approval vote. Ms. Smith seconded the motion. The motion carried unanimously.**

**FY2011 Budget Expenditure Report 3/31/2011: Ms. Vendetti gave an update on expenditures as of 3/31/2011. Ms. Vendetti stated there will not be much variance in funds for Adults, Dislocated Workers and Youth by June 30, 2011 and there will no funding from ARRA. Ms. Vendetti reported that GRI anticipates fully expending ARRA funds by June 30, 2011. Also, US DOL requires that Local WIBS expend 70% of WIA program year funds within a two-year period. GRI has met the 70% test for PY09 & PY10 funds for Adult, Dislocated Worker and Youth funding streams as of March 31, 2011.**

**ISDI Tech Collective Modifications: Ms. Buck explained Tech Collective approached WPGRI and GWB to inform them that they**

**made an error and over obligated their ISDI incumbent worker training funds by \$100,000 (\$30,000 biosciences, \$70,000 IT). The GWB was able to provide \$100,000 to allow WPGRI to modify both ISDI contracts to cover the over obligated costs.**

**netWORKri One Stop Monitoring Report: Ms. DiGiorgio spoke in reference to what she and Ms. Quattrini found when monitoring the One Stop Centers. Ms. DiGiorgio stated each Center needs to be using the same standardized forms issued by SWIO in each WIA folder. She indicated that it is their suggestion that a standardized checklist be used as well. It was noted SWIO would be conducting monitoring visits in the One Stop Centers also and address any questions or concerns the counselors have. Ms. DiGiorgio stated an area of concern is issues with the GeoSol Program and that the upcoming training should address most issues.**

#### **Committee Reports:**

**Board Development Committee: Mr. Ouellette referenced the current Board opening, looking for someone in several areas, i.e.; defense, hospitality, or the Newport Chamber. Mr. Ouellette mentioned a social event for the Board of Directors in the spring or fall.**

**Quality Assurance Committee: Mr. Oakes stated he had a meeting with Ms. Grieco and Ms. Vendetti to discuss some questions and asked for guidance on monitoring the One Stops.**

**Strategic Development Committee:** Mr. Harden is looking for a felicitator to manage the Strategic Retreat meeting in September. Mr. Harden would like to obtain three bids.

**Finance Committee:** Mr. DiPina noted there was not an April meeting and nothing to report.

**Youth Council:** Ms. Farrell noted that in program year 2008 WPGRI served 140% of youth contracted to serve under JDF funds. In 2009 WPGRI served 112% of youth also contracted to serve under JDF funds. Under WIA funds WPGRI served 100% of youth contracted in 2008 and in 2009 WPGRI served 102% of youth contracted to serve. Ms. Farrell also added that the 2011 contracts are ready to start. WPGRI will be serving 2,190 JDF youths, 440 summer employment opportunities with JDF funds and 341 WIA clients will be served in year round programs.

**New Business:** Ms. Grieco noted the WPGRI staff will be visiting the Pawtucket One Stop on June 8, 2011. The “road trip” will help the staff understand and see what takes place in a One Stop.

There is planned a Job Fair to be held at the Crowne Plaza on May 5, 2011 in which 30 employers have committed to be in attendance. The first hour will be for ITA and Contextualized trainees. The balance of the day 2:00 – 4:30 PM will be open to the public.

**The guest speaker for the Board of Directors meeting will be Wendy Mackie from Clean the Bay who will give a presentation on the Marine Trades ISDI outcomes.**

**Old Business: There was no old business to come before the Executive Committee.**

**VOTE: Ms. Farrell made a motion to adjourn the Executive Committee meeting. Mr. Ouellette seconded the motion. The motion carried unanimously.**

**The Executive Committee adjourned at 10:10 AM.**

**Respectfully submitted,  
Shirley Winslow**